

**VILLAGE OF MIDDLEPORT
BOARD OF TRUSTEES MEETING
AGENDA – January 17, 2024**

1. Call meeting to order at 7:00 p.m.
2. Pledge of Allegiance. Led by _____.
3. Approve the minutes of the December 18, 2023, Board meeting. Please note that the new totals for the General Fund claims was \$118,524.52 and the Sewer Fund claims total was \$11,850.03 for a new Abstract No. 7-23/24 Total of \$132,977.31. This is due in part to the delay in receiving the MVP Healthcare invoice reflecting the new rates for 2024. Motion by Trustee _____, second by Trustee _____.
4. Authorize the budget transfer in the General Fund from A1990.4 to A1320.4 for \$315.00. This is for additional services provided by the Village auditors to research the proper accounting of revenues and expenditures between funds when using ARPA (American Rescue Plan Act) funds. They also provided general journal entries to close out the capital improvement fund now that the Village is in long-term financing with the UV Disinfection project. Motion by Trustee _____, second by Trustee _____.
5. Authorize the budget transfer in the Sewer Fund from G1990.4 to G8110.4 for \$150.00. Motion by Trustee _____, second by Trustee _____.
6. Authorize payment of claims submitted on Abstract No. 8-23/24. General: \$; Water: \$; Sewer: \$. Total: \$. This figure also includes Payrolls No. 15 and 16. Motion by Trustee _____, second by Trustee _____.
7. Approve Payrolls No. 15 and 16 for periods ending December 16, 2023, and December 30, 2023. Motion by Trustee _____, second by Trustee _____.
8. Treasurer's report submitted for December 2023.
 - General Fund Cash Flow Forecast Submitted
9. The Village Historian's annual report submitted for 2023.
10. Public Works report submitted for December 2023.
11. Village and Town Police reports submitted for the month of December 2023 and the 2023 Annual Police Report.
12. Fire Report submitted for December 2023.
13. Appoint Mayor Dodge as Budget Officer for the ensuing year. Motion by Trustee _____, second by Trustee _____.
14. Appointment of Election Inspectors. Motion by Trustee _____, second by Trustee _____, to appoint Ms. Kathy Kindle and Mrs. Rebecca Schweigert as election inspectors with Christa Lutz as an alternate

election inspector. Chairperson to be appointed by the Clerk-Treasurer. Compensation to be set at _____ (was \$15/hour in 2023). Motion by Trustee _____, second by Trustee _____.

15. *Correspondence*

- Email from Tim Walck -
- Parks and Trails New York - Cycle the Erie Canal 2024
- Letter from Assemblyman Michael Norris

16. *Old Business*

- Flooring installation estimates for the Village Board Room and Clerk's office

17. Approve the contract for the installation of the carpet tiles in the Board Room and the Clerk's office to Jeff Mages for \$1,250.00 for the Board Room and \$750 for the Clerk's office. He will take out the old carpet, prep the subfloor, install and glue the carpet tile, install and glue the vinyl base, and install the Board room double door transition moulding. Motion by Trustee _____, second by Trustee _____.

18. *New Business*

- Water/Sewer Billing Software Quotes
- Water Service Termination Request Form

19. Executive Session for purpose of consultation with the Village Attorney at _____. Motion by Trustee _____, second by Trustee _____.

20. General Session reconvened at _____. Motion by Trustee _____, second by Trustee _____.

21. Next regular Board Meeting – **Wednesday, February 21, 2024, at 7:00 p.m. due to the President's Day Holiday.** The Village Hall will be closed Monday, February 19, 2024, for this holiday.

22. Adjournment at _____. Motion by Trustee _____, second by Trustee _____.